

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

Location: 222 Sheep Davis Road, Concord, NH
Mailing Address: 10 Hazen Drive, Concord, NH 03305
Telephone: 603-271-2661
Toll Free: 1-800-371-4503
Fax: 603-271-1091

MINUTES OF MEETING

December 5, 2002

(Approved January 16, 2003)

Members Present: Ed Murdough, Stephen Judge, Robert Nelson, Ronald O'Keefe, Les Cartier, David Duquette, Stephen Carrier, Roger Hatfield, Paul Fortier, John Hoglund, Peter Russell, Corey Landry, Richard Mason.

Members Absent: John Stephen, Joseph Butts, Donald Bliss.

Others Present: Division of Fire Standards & Training Staff--Bruce McPherson, Bureau Chief; Dennis Rosolen, Bureau Chief; Susan Beaudoin, Recording Secretary.

I. CALL TO ORDER

Item 1. Pledge of Allegiance to Flag. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair Paul Fortier at 10:00 a.m. on Thursday, December 5, 2002 at the Richard M. Flynn Fire Academy. The Pledge of Allegiance to the Flag was recited.

II. APPROVAL OF MINUTES

Item 1. November 7, 2002. **Motion** was made by Commissioner Landry, seconded by Commissioner Nelson, to accept the Minutes of the November 7, 2002 Commission meeting with the following changes as noted by Commissioner Duquette:

- (a) Page 3, paragraph e, fourth sentence, change "go" to "get."
- (b) Page 9, third paragraph, last sentence, change "be paid" to "pay."
- (c) Page 12, last paragraph, third sentence, change "resident" to "residency."

Motion passed unanimously.

III. CHAIR'S REMARKS

Chair Fortier said he was preparing for the holidays. He wished everyone and their families the best for the new year.

IV. COMMITTEE REPORTS

Item 1. Emergency Medical Services Liaison. Commissioner Duquette reported on the following items regarding Emergency Medical Services (EMS):

- (a) He was unable to attend the last meeting of the Medical Coordinating Board (MCB) but he received several telephone calls after the meeting. Members of that Board do not want the name of our Division to change to Fire Training & Emergency Medical Services. They feel it would close the door to there being a Division of Emergency Medical Services in the future.

Director Mason explained that he is trying to make Fire Training and EMS one Division. We are currently working on combining the databases. We are also planning to change the name of our newsletter to include EMS.

Right now, everything is up in the air. Everyone was in favor of the change, and we have announced it. Some of the doctors are now saying they would like to be their own Division in 2005.

Director Mason noted that the Governor's Office has a book listing all Boards and Commissions in the State and when their members' terms expire. There are no EMS boards listed. Director Mason plans to make a copy of the RSAs known to that office. Currently, every member's term is up at the same time.

- (b) The Bureau of Emergency Medical Services (EMS), the Medical Control Board (MCB), and the Seacoast Food Allergy Network have been working on a new anaphylaxis protocol which would allow EMT-Basics to carry and administer epinephrine using the Epipen® device. The good news is that a final protocol was approved at the November MCB meeting as a local option.
- (c) They are still in the process of hiring a Trauma Coordinator.

Item 2. Curriculum Review. Commissioner Duquette reported on the following curriculum items:

- (a) ARRF: He has heard nothing from the ARFF Visiting Committee. He asked Director Mason to contact Dr. Munroe about this.
- (b) Fire Inspector I: Chief Rosolen stated that the second pilot is on now in Littleton for Fire Inspector I. The program was tweaked

after the first pilot. The Littleton program is being held Thursday nights until the end of January. So far it's doing well. It may be February or March of 2003 before there is a report from that Visiting Committee.

- (c) Driver/Operator—Pumps: The second pilot for the Driver/Operator—Pumps program will be held in March 2003.
- (d) Visiting Committees: A notice was sent out recently for a Visiting Committee for C2F2. Visiting Committees for Firefighter, Fire Officer, and Fire Instructor will be advertised in the next issue of *Fire Service News*, which will be sent out in January 2003.

Commissioner Nelson said that he is looking for some direction on visiting committees. As he has mentioned before, they are planning on adding more curriculum for higher levels of training to their Wildland Fire Control program. He was wondering if his Visiting Committee should be a part of the C2F2 Visiting Committee or a separate Committee.

Chief Rosolen said that NFPA 1053 is the standard for Wildland Fire Control. Chair Fortier explained that, if this Commission develops the New Hampshire standard, than this Commission owns that curriculum. Director Mason asked if they will accept Pro Board accreditation; Commissioner Nelson replied that he didn't know. Chair Fortier said that, even though it's a Wildland Fire Fighting standard, Forests & Lands would only be a part of that Visiting Committee if this Commission establishes the Committee. It would be the Fire Standards & Training Commission certifying those who take the program. Commissioner Nelson said that their Forestry program has been accepted as part of the Firefighter I training curriculum. Chair Fortier said that questions need to be answered, and he asked Commissioner Nelson to work it out with Director Mason.

- (e) Chief Fire Officer Designation (CFOD): Chief Rosolen explained that he received a telephone call from the Pro Board regarding CFOD. They are really excited about our Fire Officer III & IV certification for accreditation. Their only recommendation is that we look at each individual's project to make sure everything is okay and all objectives are met, rather than issue the Fire Officer III & IV certification just because someone has CFOD. Director Mason is an evaluator for those projects. There is a cost factor.

Director Mason stated that Officer III and IV require actual experience in certain areas (i.e., budgeting). The CFOD requires technical competencies that match the requirements of the standard. We will have a checklist to assure these are met.

Commissioner Duquette asked if CFOD is tied to the National Fire Academy's Executive Fire Officer (EFO) program. Chief Rosolen answered that they are two different programs. Director Mason further explained that only one component alludes to the EFO; you could use the EFO program as part of the professional development component to get the CFOD.

Item 3. Fire Marshal's Office. Director Bliss was absent.

Item 4. Forest Protection Bureau. Commissioner Nelson reported on the following items:

- (a) Pocket planners are not in yet.
- (b) People are aware of new rules and regulations from the Department of Environmental Services (DES) for open burns. There is a website to go to get a copy of them (Commissioner Nelson will provide the website address as soon as he can.) Address issues of open burning and live fire training. Their public hearing is December 31 at 10:30 a.m. at DES in Concord. Friday, January 10, 2003 is the deadline for written comments. They will be addressing trash burning issues, live burns, and other open burnings. Landfill permits. Fire permits are impacted.
- (c) They are still planning to get a new Ranger on staff by the end of this month.
- (d) Commissioner Duquette asked Commissioner Nelson to define snow cover. Commissioner Nelson said it's a minimum of 6 inches of snow for a distance three times the height of the burn pile; for example, a 12 foot high pile would require 6 inches of snow for 36 feet around the pile.
- (e) For the 2004 budget, they are to hold to a three- percent increase over the 2003 budget. That doesn't keep up with the cost of inflation.

Item 5. Rapid Intervention Teams (RIT). Commissioner Cartier reported that the Rapid Intervention Teams program is still in the exploratory phase. He will be meeting with Director Mason soon regarding the program.

Item 6. NFPA Standards 1031-1033-1035. Commissioner Hatfield reported that he hasn't received any new information from the NFPA Standards 1031-1033-1035 Visiting Committee. He will be contacting them soon.

Chief Rosolen stated that the 1033 subcommittee is looking at the National Fire Academy program plus one or two other curriculums. There are only two or three members on that subcommittee. The 1035 Standard will not be looked at until 1033 is done.

Item 7. Academy Awards. Commissioner Cartier said he had nothing to report on the Academy Awards. Director Mason added that this item will be removed from the agenda until next year's program starts.

Item 8. Nominations (Chair and Vice Chair). Commissioner Nelson reported that the Nominations Committee met by email several times and met again before today's Commission meeting. They contacted each Commission member for their opinions. The Nominations Committee recommended Paul Fortier as the Chair and David Duquette as the Vice Chair.

V. REPORT OF THE DIRECTOR

Item 1. Director's Report #66 covered the following subjects: (1) Dormitory, (2) Fire Act Grants—FY'03, (3) CPAT Equipment, (4) CFOD Commission, and (5) CFOD Continued.

Director Mason also noted the following on those subjects:

- (1) The completion date is back to June 6, 2003.
- (2) A list of the recipients and their award amounts is in the Commission members' packets.
- (4) The International Association of Fire Chiefs is impressed with what New Hampshire is doing to put CFOD in the forefront, and making it a certification.

Other items discussed were:

- (6) As Director Mason announced at a recent Commission meeting, Andy Anderson has been promoted to Captain. Cerissa Desrosiers has been promoted to Lieutenant – Equipment Supervisor to fill the position Captain Anderson held previously. Lt. Desrosiers was employed here as a part-time Program Technician, and is a graduate of our C2F2 program. Director Mason thanked Commissioner Landry for being a member of the interview committee for the Lieutenant position.
- (7) The Labor Department is holding a public hearing on Two In/Two Out on Monday, December 30 at 10:30 a.m. at their office on Pleasant Street in Concord. We follow those rules now. Director Mason will email everyone the information on the hearing as soon as possible.

In answer to a question from Commissioner Russell, Director Mason explained that two firefighters are needed to enter a building together, with two firefighters ready to go rescue them if you need to. Commissioner O'Keefe further explained that there are times when the two firefighters on the outside can't leave to go

into the building, such as when they are running the pumps. Commissioner O'Keefe said it's really more than four firefighters that are necessary. Director Mason said that he got involved with this hearing because of the fiscal note on it.

- (8) Director Mason stated that there is a seminar at the Fire Academy this Saturday, December 7, from 8:30 a.m. to 4:00 p.m. A copy of the announcement is in each Commission member's packet. The two topics will be "Customer Service in the Fire Service" and "Thermal Imaging Cameras: What the Fire Chief Needs to Know." If any Commission member is interested in attending, the Division will cover the expense, which includes lunch.

VI. OLD BUSINESS

Item 1. Nonpublic Session

Motion was made by Commissioner Judge, seconded by Commissioner Murdough, to go into nonpublic session in order to discuss a matter that might adversely affect the reputation of a person who is not a member of this Commission. Motion passed unanimously by roll call vote.

Motion was made by Commissioner Russell, seconded by Commissioner O'Keefe, to come out of nonpublic session. Motion passed unanimously by roll call vote.

Motion was made by Commissioner Judge, seconded by Commissioner Nelson, to keep the Minutes of this nonpublic session confidential. Motion passed unanimously by roll call vote.

Item 2. Commission Elections. Chair Fortier asked if there are any other nominations for the positions of Chair and Vice Chair other than what was presented by the Nominations Committee. He called for other nominations three times with no response.

Motion by Commissioner Russell, seconded by Commissioner Judge, to accept the Nominations Committee recommendations of Paul Fortier for Chair and David Duquette for Vice Chair. Motion passed unanimously.

Chair Fortier thanked everyone, and said he appreciated the vote. He noted that he enjoys working with this Commission.

VII. NEW BUSINESS

Item 1. Lateral Transfer of Career Firefighters Rule. Chair Fortier stated that there was information on lateral transfers of career firefighters in the Commission members' packets. He has received a request from the Professional Firefighters of New Hampshire for a possible rule change regarding this issue. A possible change in the rules, which would be an added section under CHAPTER 700 FIREFIGHTER MANDATORY STANDARDS, could read as follows:

PART Fire 703 TRANSFERS

Fire 703.01 Transfers. Any full-time firefighter meeting Fire 101.17 and employed by a New Hampshire Fire Department defined in Fire 101.15 shall be allowed to transfer employment to another Fire Department. Said hiring shall meet Fire 701.01 (a), 701.01 (b), 701.01 (d), 701.01 (f) and 701.02.

Director Mason said he discussed this issue with Marta Modigliani, the Department of Safety attorney, who sent it on to Assistant Commissioner John Stephen. Director Mason also said that we might want to add a 703.02 section for firefighters who are laid off. Berlin, East Derry, and Claremont are examples of that. Chair Fortier said that the layoff section was proposed because there is a possibility that a firefighter might have a break in service if another fire department wants to hire him/her, but they are unable to do so for a couple of months.

Director Mason explained that the firefighter would still have to meet 701.01 (a), (b), (d), and (f). Only (c) the physical ability test, and (e) the written entrance examination would be waived.

Chair Fortier asked if there is any interest in adding a 703.02 section for laid off firefighters. He also asked if there is a recommended break in service time. Commissioner Russell asked what Retirement recognizes; Director Mason answered that he thinks it is six years. Commissioner Landry said they may want to look at one year.

Commissioner Murdough said that this would allow someone who was fired to do this. Chair Fortier noted that, if a department wants to hire someone who was fired, that is up to them. Commissioner Murdough asked if they would have to take the test if they were fired. Commissioner Judge stated that the proposed wording says the firefighter would have to be employed by a New Hampshire fire department. Director Mason said that 703.02 would specify a lay-off due to reduction in force. He said this has been a request for a long time. He also said that it would be one year from the effective date of the lay-off.

Director Mason said another issue is we are in the process of what was in the nonpublic session. Maybe we should compare this with the Police Academy. The Commission can revoke someone's certification, but it doesn't state how you can revoke it. Chair Fortier agreed with Director Mason. He said there will be further discussion on this issue at the next Commission meeting.

VIII. RETREAT ITEM DISCUSSION

Item 1. Instructor Quality Control. Commissioner Butts was absent. Commissioner Cartier reported that he and Commissioner Butts need to meet with Director Mason on this issue. He asked that the report be postponed until the January Commission meeting.

IX. GOOD OF THE ORDER

Item 1. January Commission Meeting Date Change. Chair Fortier stated that the regular January Commission meeting date would be the 2nd, and asked if anyone had a problem with that. Director Mason replied that he will not be here on the 2nd. After a short discussion, it was decided to hold the January Commission meeting on Thursday, the 16th, at the regular time of 10:00 a.m. Commissioner Nelson noted that this date would have to be advertised since it deviates from the established schedule.

Item 2. Retired Chief Robert Bourdeau. Commissioner Carrier announced that Belmont Retired Chief Robert Bourdeau died. His wake is Friday, December 6 in the afternoon and evening, and the funeral is Saturday, December 7. He was the Chief in Belmont over 20 years ago.

Item 3. Plaistow Fire Department Annual Dinner. Director Mason reported that Commissioner Landry will be representing the Commission at the Plaistow Fire Department Annual Dinner. Plaistow firefighters have to come to that dinner each year in order to collect their pay. Commissioner Landry will be doing a presentation for us.

Item 4. Forests & Lands Legislation. Commissioner Nelson reported that there is legislation in the works that has a budget impact. It would change suppression costs on all lands in the State. It would no longer be a 50/50 cost share. It is not in the best interest of the State to go through as it is written. The cost would be borne by the State if the person who started the fire is not found. The legislation was introduced by Representative Rush from Pembroke.

Item 5. Fire Officials and School Officials Relationships. Commissioner Murdough said that he would like some thoughts on the relationship between fire officials and school officials even though it's not a fire training issue. He said that some school officials oppose an annual fire safety inspection. Commissioner O'Keefe asked what the problem is. Commissioner Murdough answered that some school officials say they don't have to do what the fire department says, and it can be a money issue. The fire officials may come in, tell them they have to do a specific thing, and then tell them that it's going to cost the school money. The school officials then say that the fire officials are an impediment to process. The relationship between the two is not good. Commissioner Murdough said he doesn't understand why a principal would not want a fire department to come in to say how to improve the school.

Commissioner Cartier said that the school officials in Candia invite them in and are friendly. Sometimes when they do go in for an inspection, the fire officials find students' papers on all the walls, and extra chairs in the rooms that teachers have brought in without telling anyone. Then they get upset that the fire officials found all this. He said that it's an education thing, and they should have fire officials speak at the school officials' meetings. Commissioner Murdough noted that they do have Beverly Kowalik from the State Fire Marshal's Office speaking at a meeting next week.

Commissioner Murdough said he thinks the problems start at the principal level and go up. Chair Fortier thanked Commissioner Murdough for bringing this up, and said he thinks he will get a lot of input from Commission members.

Item 6. Season's Greetings. Chair Fortier wished everyone
A Very Merry Christmas and a Happy New Year!

X. ADJOURNMENT

Motion made and seconded to adjourn at 11:45 a.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director